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## **Bankruptcy Dispute Resolution Program DOCKET EVENTS AND PROCEDURES Stipulation to Appoint Resolution Advocate**

These instructions explain how to electronically file and docket a Stipulation to Appoint Resolution Advocate using the Court's CM/ECF system. Attorneys and parties who do not have access to the CM/ECF system must file the original paper version of the Stipulation with the Clerk.

A [sample blank Stipulation](#) is available from the Clerk and on the Court website at [www.canb.uscourts.gov](http://www.canb.uscourts.gov) > *Forms > District > BDRP - Stipulation Appointing Resolution Advocate and Assignment to the BDRP*.

- Click the Bankruptcy or Adversary hyperlink on the CM/ECF main menu.
- Click the BDRP hyperlink.
- Enter the Case Number or, if applicable, the [Adversary Proceeding](#) ⓘ number, click [Next].
- Select Stipulation to Appoint Resolution Advocate, click [Next].
- Select the party, click [Next].
- Click [Next].
- Associate the PDF file of the Stipulation to Appoint Resolution Advocate, click [Next].
- After the prompt stating: "Please enter the name of the designated resolution advocate," enter the name of the resolution advocate, click [Next].

- At the prompt stating: "Please select a matter type," select a type of matter from the drop down menu, click [Next].
- Review and edit the docket text if necessary, click [Next].

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**Source URL (modified on 11/16/2016 - 1:35pm):**

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